

Corpay[^]

Production Release Notes

February 5, 2025



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Release Note Highlights

Corpay Complete

[Approval Number in Transactions](#)

[Remove Last Destination Option](#)

[Expense Approvals Grid Pagination](#)

[Remove Add Credit Memo Button](#)

[Credit Memo Approval in Mobile App](#)

[Upload Invoice Action](#)

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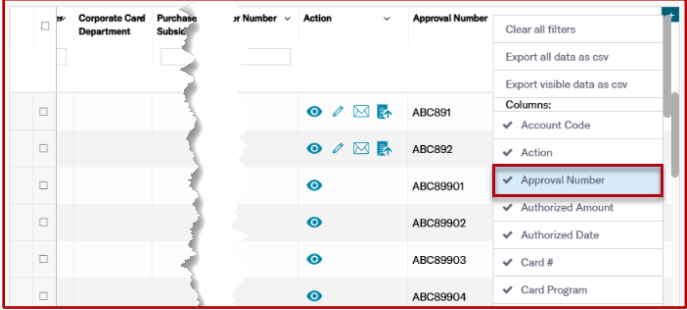
[Subsidiary Filter on PO Lookup](#)

[Link to PO Approved Notification](#)

[Add File Uploads Page to Invoices and Vendor Modules](#)

Card on Corpay Complete

Completed Work Stories

Description					
Approval Number in Transactions - An Approval Number column has been added to the Transactions grid, Purchase Details, and Transaction Details pages, allowing card users to see the APPR # value for their transactions.					
					

Completed Bug Fixes

Description	
Virtual Card Expiration Date	Fixed a bug where virtual card expiration dates were incorrectly showing as the first day of the expiration month instead of the last day.
VCAP Report Issues	Fixed several bugs in the Virtual Card Reconciliation and Virtual Card Listing reports to ensure data populates correctly in the report output.
Card Program Overwrites PIN Setting	Fixed a bug where changing the card program caused the "Set 4 Digit PIN" field to disappear if a PIN-enabled program was selected.
Issue Card from POs Requiring Cards Grid	Fixed a bug where cards couldn't be issued from the POs Requiring Cards grid.
Card Balance Label Update	Updated the "Card Balance" label to "Card Limit" in the Card Settings section of the Card Details page.

Additional Training and Support Resources

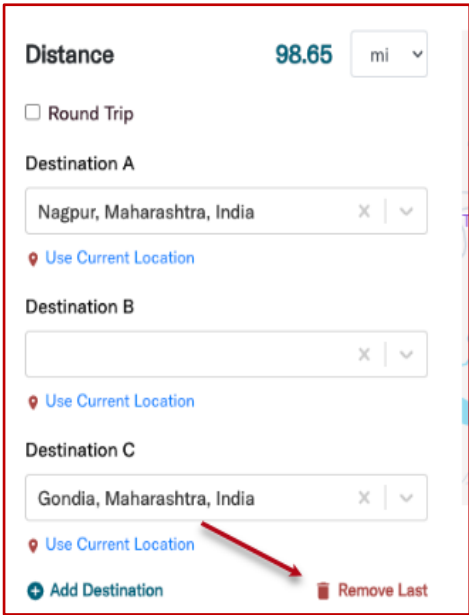
Location	Description
Client Facing	Visit the Cards Module support page.

Expense on Corpay Complete

Completed Work Stories

Description

Remove Last Destination Option - When creating mileage expenses and adding a route map, users can now add up to five destinations and have the option to delete extra destinations using a "Remove Last" button, which appears when three or more destinations are added. Previously, users had to close the modal and start over to remove destinations, as all added destinations were required fields. This update improves the user experience by allowing users to efficiently manage their routes without restarting the process, ensuring a smoother and more flexible workflow.



The screenshot shows a form for creating a mileage expense. It includes a 'Distance' field with the value '98.65' and a unit dropdown set to 'mi'. Below this is a 'Round Trip' checkbox. There are three destination fields: 'Destination A' (Nagpur, Maharashtra, India), 'Destination B' (empty), and 'Destination C' (Gondia, Maharashtra, India). Each destination field has a 'Use Current Location' link. At the bottom, there is an 'Add Destination' button and a 'Remove Last' button, which is highlighted by a red arrow.

Expense Approvals Grid Pagination - With this update, pagination has been added to the Expense Approvals grid to prevent timeouts and crashes caused by large volumes of expense reports. Users can now choose to display 25, 50, or 100 records per page. This enhancement ensures the grid loads quickly and reliably, improving the user experience by allowing efficient access and management of the approval queue without facing timeouts or crashes.



The screenshot shows the pagination controls for the Expense Approvals grid. It includes a dropdown menu for 'Items per page' with options 25, 50, and 100. The '100' option is selected. Below the dropdown, it says 'Total Items: 100' and '1 - 100 of 109 items'. There are also navigation buttons for previous and next page, and a search bar.

Description

Remove Add Credit Memo Button - The Add Credit Memo button and Credit Memos section have been removed from the Expense Report Details page because it was not a valid workflow and resulted in improperly created credit memos. This update improves the user experience by eliminating confusion and ensuring that only relevant options are available when viewing expense reports.

Purchase Orders Accruals Payments **Credit Memos** Item Receipts

Before

RECENTLY UPDATED
[see all credit memo\(s\) →](#)

Add Credit Memo

Payment Number	Status	Invoice Number	Date	Amount	Reference Number
There are no credit memo(s) associated with this vendor.					

Purchase Orders Accruals Payments Item Receipts

After

RECENTLY UPDATED
[see all purchase order\(s\) →](#)

Number	Status	Date	Applied Amount	Gross PO Balance	Open PO Balance	Accrual Balance	Invoice Balance
There are no purchase orders for this vendor.							

Additional Training and Support Resources

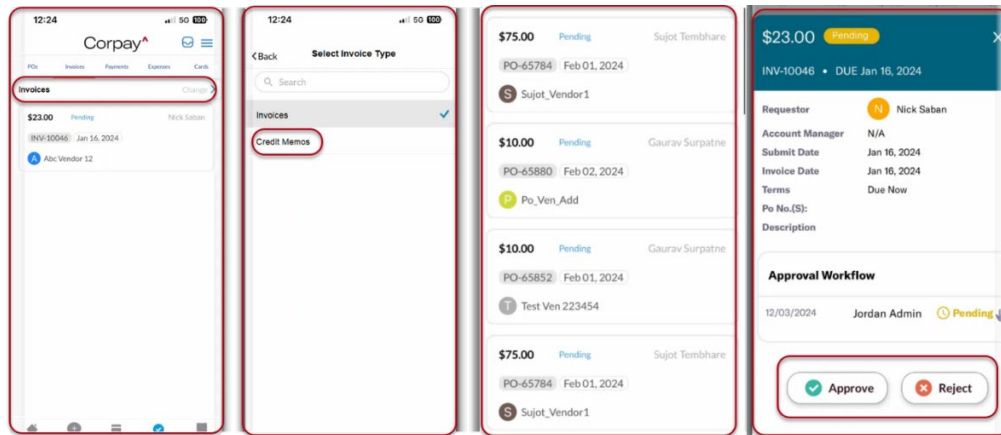
Location	Description
Client Facing	Visit the Expenses Module support page.

Mobile App on Corpay Complete

Completed Work Stories

Description

Credit Memo Approval in Mobile App - Credit Memo approval capabilities have been added to the mobile app under the Invoices tab, allowing approvers to complete all their approvals directly on the app. Previously, approvers had to log in via the web to approve Credit Memos, which was inconvenient and highlighted a functionality gap between web and mobile. This update enhances the user experience by providing a more seamless and efficient approval process on the mobile app.



Completed Bug Fixes

Description

App Crash on Multiple Clicks - Fixed a bug where clicking the Save All button multiple times on the Edit Expense Item page caused the app to crash.

Push Notification Issues - Fixed a bug where some push notifications for approval actions did not send correctly.

Additional Training and Support Resources

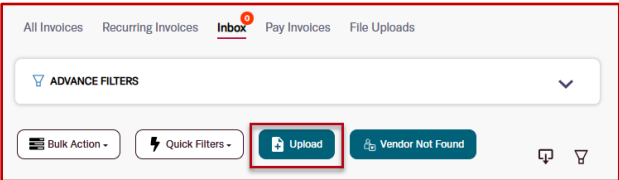
Location	Description
Client Facing	Visit the Cards Module support page.
Client Facing	Visit the Expenses Module support page.

Invoice Automation and PO on Corpay Complete

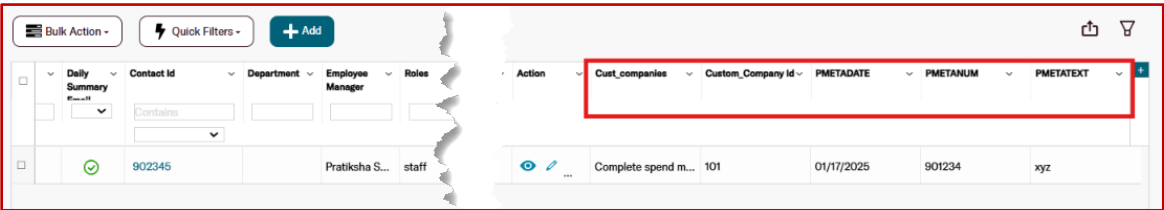
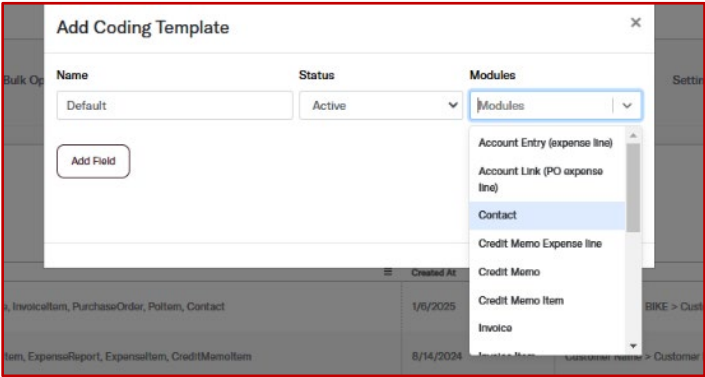
Completed Work Stories


Description

Upload Invoice Action - The upload invoice action in the invoice inbox, previously behind a feature flag for the new invoice view, is now being released separately. This new feature allows users to upload invoice PDFs directly from the invoice inbox, with data extracted by OCR in real time, saving time and effort by eliminating the need to create invoices manually. This update enhances the user experience by streamlining the invoice creation process.



Metadata for Users - Users with access to form configuration can now create custom fields and associate them with the Users module. When editing a user record, a new "Custom Fields" section appears above the Delegates subsection, displaying the custom fields and their values. These values are saved to the user record and displayed in the "Custom Fields" component. Additionally, custom fields are available as column options in the user grid. This update enhances the user experience by providing greater flexibility and customization for user records.



Description
<p>Invoice OCR for Up to 3 Pages - The OCR functionality has been expanded to process and extract data from the first three pages of an invoice, addressing the issue of larger invoices with line items on multiple pages. This update improves the user experience by ensuring that all relevant data from multi-page invoices is accurately captured and matched, streamlining the invoice processing workflow for IA users.</p>
<p>Subsidiary Filter on PO Lookup - A new configuration option, "Do not filter PO links by subsidiary," has been added to the invoice settings, allowing admins to choose whether purchase orders (POs) are filtered by subsidiary. By default, this option is disabled, meaning users will only see POs for the same subsidiary as their invoice. When enabled, users can link POs regardless of subsidiary. This update improves the user experience by providing greater flexibility for clients who need to link POs across different subsidiaries, ensuring a more tailored and efficient workflow.</p>
<p>Link to PO Approved Notification - Users can now access a direct link to the PO from the approval email, which does not require a login and provides a preview of the purchase order with the option to download the PDF. Previously, users had to navigate to Corpay to find and download the PDF. This update enhances the user experience by simplifying the process and saving time.</p> <div data-bbox="367 1150 1266 1808">  <p>Dear Vendor Name Here,</p> <p>Sample Inc. is using Corpay Complete to manage vendor purchase orders and would like to send you a new purchase order PO-54321 with amount .</p> <p>Please click on the following button to view your purchase order:</p> <p>VIEW PURCHASE ORDER - CLICK HERE</p> <p>Sincerely,</p> <p>Corpay Complete Team</p> </div>

Completed Bug Fixes ✂

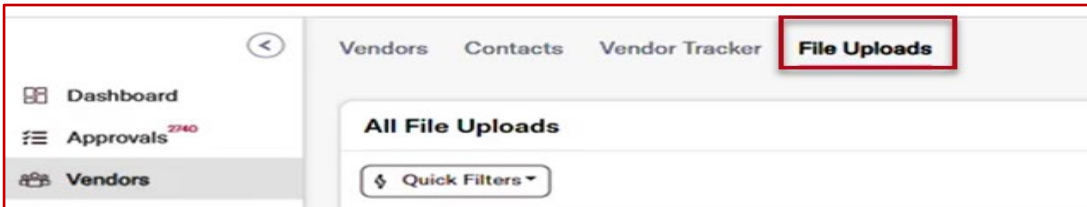
Description
Edit Invoice Error Message - Fixed a bug that flagged the memo as required after validation was fulfilled, preventing invoice saving.
AP Export Upload and GL Export Upload Issues - Fixed bugs in the AP Export Upload to correctly map the main account and LOB in the export.
Teams Grid Export - Improved the teams grid export by removing an unnecessary column.

Additional Training and Support Resources 📖

Location	Description
Client Facing	Visit the Invoices Module support page.
Client Facing	Visit the Purchase Orders Module support page.

Payments Automation on Corpay Complete

Completed Work Stories

Description
<p>Add File Uploads Page to Invoices and Vendor Modules - A new "File Uploads" tab has been added to the Invoice and Vendor modules, allowing users with admin permissions to manage day-to-day uploads directly from these modules, mirroring the updated Bulk Uploader 2.0. This update improves the user experience by providing a more convenient and efficient way to upload files without needing to access the admin panel.</p> 

Completed Bug Fixes

Description
<p>Unable to Update Vendor Payment Method Status - Fixed an issue where updating the vendor payment method status wasn't retained if the payment method was International TW with Pay By Swift Code.</p>
<p>Voided Payment Prevents Invoice from Being Marked as PAID - Addressed an issue where, if a payment was voided and the invoice from the payment was repaid, the invoice remained in OPEN status instead of being marked as PAID.</p>

Additional Training and Support Resources

Location	Description
Client Facing	Visit the Payments Module support page.